



**Tony Evers, Governor**  
**Dawn Crim, Secretary**

February 7, 2022

Stephanie Schwartzlow, Clerk  
Town of Avon, Rock County  
15444 West Skinner Road  
Brodhead, WI 53520  
[townclerkofavon@yahoo.com](mailto:townclerkofavon@yahoo.com)

**VIA EMAIL**

Re: Town of Avon, Rock County Jurisdiction Request for Uniform Dwelling Code (UDC) and Camping Units Permitting and Inspecting

Dear Stephanie Schwartzlow,

The Department has reviewed your most recent ordinance and I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over construction and inspection of new one- and two-family dwellings and camping units.

Pursuant to Wis. Stat. §§ 101.65(1) (a) and (2m), § 101.651(2m), and §101.63(1), the Department delegates your municipality the primary responsibility to perform permitting and inspecting for all installations under Wis. Admin. Code §§ SPS 320.08(1) and SPS 327.09(1) to be constructed within the limits of your municipality.

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a certified copy of all adopted ordinances and subsequent amendments within 30 days of adoption by the municipality, and
- Maintain an approved method of enforcement as identified in Wis. Admin. Code § 320.06(1)(b).

Please note the following items to be addressed in your ordinance:

- §11, H, describes permit lapse requirements for one- and two-family dwelling units. Per [Wis. Admin. Code § SPS 320.09\(9\)\(a\)5](#), the permit shall expire 24 months after issuance if the dwelling exterior has not been completed.
- §11, I, specifies reasons an inspector may revoke a permit. Per [Wis. Admin. Code § SPS 320.11\(1\)](#), the inspector may only revoke a UDC permit where it appears that the permit or approval was obtained through fraud or deceit, where the applicant has willfully refused to correct a violation order or where the inspector is denied access to the premises.
- §12, D, 2, c, the inspector may issue certificate of occupancy if the work substantially complies, in every respect, with the Town's code. Per [Wis. Admin. Code § SPS 320.10\(3\)\(h\)1](#), the dwelling may be occupied if there are no critical violations to the Wisconsin uniform Dwelling Code.

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

I understand that Brian Flannery is the method of enforcement and has the proper certification to do so.

Our UDC consultant for your area, Lenny Kanter, at (608) 261-6541, is available to assist in any questions or concerns your municipality may have with implementing UDC or camping unit permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

A handwritten signature in blue ink that reads "Michael D. McNally Jr.".

Michael D. McNally Jr.  
Section Chief, UDC Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
UDC Program Staff, Technical Services Bureau